To create a new file, open the dialog box and type in the text input area. Upon saving the file, TS-UID value must be typed in the TS-UID input field (3) with a DD-NNNN format (e.g. 05-1234). If no TS-UID value is given or the wrong format is used, an error message will display that reads *Please specify a TS-UID value!* or *Please use DD-NNNN format!*, respectfully.

The file is automatically saved to the *notes* subdirectory as *DD-NNNN.tsn* (e.g. 05-1234.tsn).

## Opening a Traffic Signal Notes File

To open an existing file, click the *Open File* button (2) to access the *Load Notes* dialog box (Fig. 2.13). The notes are held within the *notes* folder in the parent directory. The *List File of Type* option should read "Traffic Signal Notes" (these files have a .tsn extension). Choose the file name and click OK. The file will load into the Notes for Traffic Signal dialog's text box.

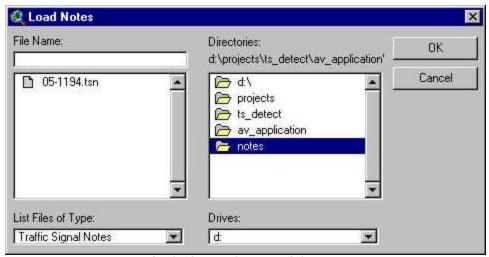


Fig. 2.13: Load Notes Dialog Box

## Appending/Editing Notes

As mentioned earlier, a user cannot overwrite data in a .tsn file from ArcView. Instead, the edits are appended to the file when saved under the same filename (TS-UID). Therefore, when making taking notes on a site that already has a .tsn file associated with it, it is better to use the same technique as you would when taking new notes.

For example, the following text is typed into a dialog box for a TS-UID with no existing .tsn file: